

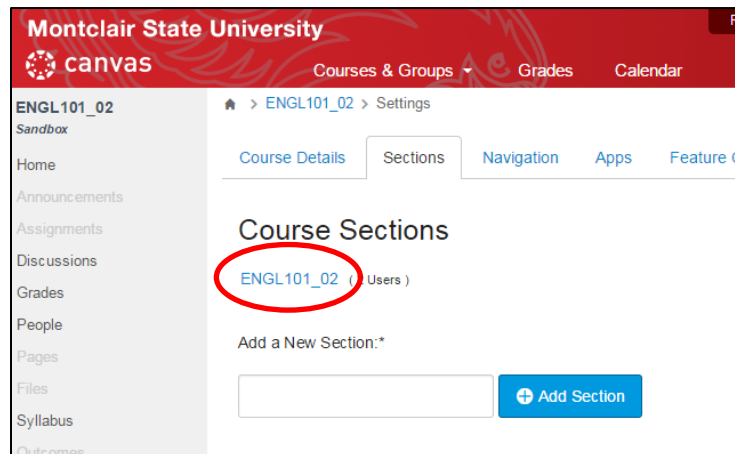


Canvas - Cross-List Courses

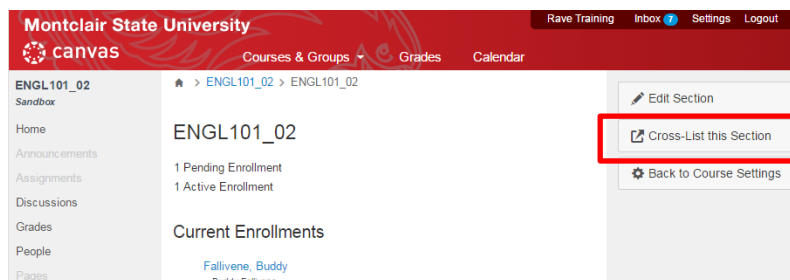
The process of combining the enrollment from two or more courses in Canvas is referred to as cross-listing. Before cross-listing, you need to determine which course will serve as the primary course and which course(s) will be cross-listed (moved to primary course).

Consider this scenario for the steps below: you are teaching ENGL101_01 and ENGL101_02 and would like to combine the enrollments into one course. You decide that ENGL101_01 will serve as the primary course.

- 1) Navigate to the course you wish to cross-list (in our example, ENGL101_02)
- 2) Click on **Settings** in the course menu
- 3) Click on **Sections**
- 4) Click the title of the course under **Course Sections** (ENG101_02)



- 5) Click **Cross-List this Section**



- 6) Type the primary course's ID in the **Search for Course** field (ENGL101_01_) and click on the course from the drop down list

Cross-List this Section

Cross-List Section

Cross-listing allows you to create a section in one account and then move it to a course on a different account. To cross-list this course, you'll need to find the course you want to move it to, either using the search tool or by entering the course's ID.

Search for Course:

Or Enter the Course's ID:

Selected Course:

- 7) Click **Cross-List This Section**

Students from ENGL101_02 are now in ENGL101_01. You will no longer see ENGL101_02 in the Course drop down list.

Click on **People** in the navigation bar to see a listing of students. Here you will be able to determine which section the students are in.

Name	Login / SIS ID	Section	Role	Last Activity	Total Activity
Buddy Fallivene	buddyfallivene	ENGL101_02	Student		
Pam Oberg	pamfall	ENGL101_01	Student		
Rose Training	trainingr	ENGL101_01	Teacher	Jan 16 at 2:07pm	23:40
		ENGL101_02	Teacher	Jan 16 at 2:03pm	

You are also able to grade each section separately.

- 1) Click on **Grades** in the navigation bar
- 2) Click on **Showing All Sections** and select which section you would like to work on

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canvas

Courses & Groups | Grades | Calendar

Showing All Sections

Filter by student name or secondary ID

Secondary ID	Assignments	Total
fallivene	-	▲ -
fall	-	▲ -